



MEMBERS

Meghan Sahli-Wells, Council Member
Jim B. Clarke, Council Member
Sue Robins, Member - Board of Education
Steven Levin, Member – Board of Education

STAFF

David LaRose, Superintendent
John M. Nachbar, City Manager

AGENDA

Special Meeting

City of Culver City/Culver City Unified School District Liaison Committee

Tuesday, August 25, 2015 – 4:00 PM
Dan Patacchia Room, City Hall
9770 Culver Blvd.
Culver City, CA 90232

CALL TO ORDER– Council Member Sahli-Wells

PUBLIC COMMENT

This public comment period shall have an aggregate duration of up to 20 minutes for all bodies in session. Each speaker may address the Committee (and all other bodies in session) for up to three minutes.

CONSENT CALENDAR

Consent Calendar items are considered to be routine in nature and may be approved by one motion. All requests to address the Committee under these items must be filed with the Secretary before the Consent Calendar is called by the presiding officer.

- C-1. Approval of Minutes for the Meeting of June 8, 2015. **Recommended motion: Approve minutes as presented.**

ACTION ITEMS

The Committee is proposed to have a discussion regarding the items listed in this portion of the Agenda. The discussion may result in the Committee directing staff to provide additional information for further discussion by the Committee at a later date

and/or the Committee voting to recommend action by the full City Council and Board of Education.

A-1. The Committee Members will have a general discussion of items of mutual interest to the City and the Culver City Unified School District. Should the Committee determine that follow-up action is needed on any item discussed at this meeting, it will be placed on a future agenda. The following items are scheduled to be discussed:

- A. Action Item List Updates
 - 1. Big Brothers/ Big Sisters Program
 - 2. Potential School Parking Opportunities
 - 3. Charitable Parking Meter Installation
- B. Updates on Past Agenda Items (As Applicable)
 - 1. Partnership Opportunities
 - 2. Use of Mike Balkman Council Chambers for All CCUSD Board meetings
 - 3. My Brother's Keeper Initiative
- C. New Discussion Items
 - 1. CCUSD Composting Program
 - 2. CCUSD Sustainability Committee Green5 Campaign Update
 - 3. CCUSD Bond Construction Schedule Update
 - 4. Stormwater Management Discussion
- D. Adjournment Date

ADJOURN

Accommodation: Any person needing reasonable accommodation related to disabilities, including assisted listening devices, is welcome to contact the City Clerk's Office at 310-253-5851 or see the City Clerk at the meeting.

Compliance with Government Code Section 54957.5: Any writing determined to be a public record under subdivision 54957.5(a), which relates to an agenda item for an open session of a regular meeting of the legislative body of a local agency that was distributed less than 72 hours prior to that meeting, shall be made available for public inspection at the time the writing is distributed to all, or a majority of all, of the members of the legislative body. Such documents are available at the Office of the City Clerk, City of Culver City, City Hall, 9770 Culver Boulevard, Culver City, CA 90232, and may be inspected by members of the Public during normal business hours. Such documents may also be made available on the City's Website: www.culvercity.org.



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THESE MINUTES ARE NOT OFFICIAL UNTIL APPROVED BY THE COMMITTEE

City Council/CCUSD Liaison Committee Meeting
June 8, 2015 (4:00 P.M. – Patacchia Room)

CALL TO ORDER AND ROLL CALL

Chair Sahli-Wells called the meeting to order at 4:02 P.M. Three Committee Members were present. Member Levin was absent.

PUBLIC COMMENT

Chair Sahli-Wells invited public comment:

No cards were received and no speakers came forward

CONSENT CALENDAR

Item C-1

Meeting Minutes

THE COMMITTEE APPROVED MINUTES FOR THE REGULAR MEETING OF APRIL 14, 2015 (ABSENT MEMBER LEVIN).

ACTION ITEMS

A. Action Item List Updates

1. Potential School Parking Opportunities (Church, Enjoeat, DBA)

Gabe Garcia, Traffic Engineering Manager, provided a report on potential school parking opportunities noting that phone calls to the church had not been returned so he planned to see if writing a letter could be more effective.

Discussion ensued between Mr. Garcia and Committee Members regarding parking sharing; renting spaces; Grace Lutheran Church; church events; assessing demand; attempts to communicate with the church; a suggestion that the principal of La Ballona send a letter; availability of parking spaces at Grace Lutheran Church after 4:00 P.M.; use of parking spaces by L.A. Goal; challenges for participants with mobility issues; and maximizing resources.

2. Discussion of Nutrition Programs and Funding Opportunities with Parks, Recreation and Community Services

Discussion ensued between staff and Committee Members regarding the summer nutrition program at La Ballona and opportunities for people using Parks, Recreation and Community Services to participate; program hours; partnerships with groups and organizations; eligibility; whether there are liability issues; costs; state reimbursement for meals; the requirement that the program be on a school site; other school sites with similar eligibility; promoting the program; concurrent activities; free activities and food; types of meals served; educational activities for parents; a suggestion for a shared page with the School District and the City providing information on available resources for children; cross promotion; and using a partnership with the high school to establish a webpage.

3. CCUSD Master Facilities Plan and Timeline

Discussion ensued between staff and Committee Members regarding identifying shovel ready projects; the focus during the summer; agreement by the School District to provide information to the Parks, Recreation and Community Services Director; schedule coordination; having a dedicated liaison with the City; items under City Council consideration; Urban Runoff; using private land to do major projects; creating a partnership to address issues; coordination between Linwood Howe Elementary, Golden State Water and West Basin; safety issues; irrigation related issues; status of the project; analyzing and improving the present irrigation systems for Linwood Howe and El Marino; and coordination at monthly meetings.

4. Discussion and Identification of Existing, Available Social Services/Resources/Referral Services

Discussion ensued between staff and Committee Members regarding the survey to capture resources; direct communication with partners vs. mass emails; identifying resources and organizations; the referral from Member Clarke; the non-profit committee;

the summer lunch program; shared interests; finalizing the draft of the survey; and the number of non-profits in the City.

B. Safe Routes To School “Check-in”

Charles Herbertson, Public Works Director, reported that applications had been submitted on time; he indicated that the Active Transportation Program would be evaluated with receipt of results expected in September; and he discussed connecting the school to the bicycle path.

Discussion ensued between staff and Committee Members regarding the Safe Routes to School coordinator position; the non-infrastructure grant program; education; building the culture; and keeping the program going beyond the grant.

Jim Shanman reported that most schools had a parent liaison; he discussed challenges with La Ballona; the education component through the P.E. classes; Walking School Busses; regular programs; Year 5; and how things will look moving forward.

C. Ideas for More Voter Involvement

Discussion ensued between staff and Committee Members regarding consolidating elections; increasing voter involvement; involvement of parent groups in the School Board election; voter registration at schools; providing incentives to register; tapping into student leadership; effective strategies; online registration; registering to vote by mail; voter fatigue; recent election turnout; education and outreach; and increasing participation.

D. Updates on Past Agenda Items (As Applicable)

1. Report on Culver City Compact for Collective Impact

Member Robins provided an update on the relationship with West Los Angeles College; aligning programs; development of lab technician programs; catering biotech classes to AP students; state approved certifications; the business community; encouraging buying in Culver City; and recognizing businesses that contribute to the schools.

Discussion ensued between staff and Committee Members regarding creating mutually beneficial relationships; internship opportunities; using the local businesses as a resource; Back to School events; the outgoing president of West LA College; continuing the partnership; the recent STEM program at West LA College; an upcoming meeting with the studios focusing on career orientation; the ability of High School students to take classes at West LA College; career shadowing for Middle and High School students; and potential internships.

2. Report on Student Internship Opportunities

Serena Wright, Human Resources Director, provided information on the draft program; discussed the planned program kick off in September; City Council approval of the work program in the next budget; development of marketing materials; the application; parameters of the program; orientation packet information; criteria for the departments to follow; mentoring students; and materials for both organizations.

Discussion ensued between staff and Committee Members regarding how many students could participate; hours per week; program increments; the three periods during the school year and one during the summer; the importance of encouraging Millennials to consider government employment; clarification that all students are being targeted; and minimum GPA requirements.

3. La Ballona Parking Plan

Gabe Garcia, Traffic Engineering Manager, reported on a recent meeting with the principal of La Ballona and others; he discussed the frontage on Washington Boulevard; potential alternative access; restoring parking; creating a green band area with the grant including trees and a gathering space to beautify the frontage and highlighting the presence of pedestrians; a suggestion for an onsite valet drop off section; and vetting the plans through the school parent groups.

Discussion ensued between staff and Committee Members regarding additional grant opportunities and collaboration between agencies.

4. Charitable Parking Meter Plan

Member Robins indicated that no update was available but that she would contact Charles Herbertson with any questions.

Discussion ensued between staff and Committee Members regarding meeting with the parking contractor to discuss locations; making some of the meters portable and other meters permanent; keys; concern with keeping track of mobile meters; different vendors available; and Mr. Garcia agreed to send an email with the dates that the installer would be available.

5. Partnership Opportunities

Member Clarke reported meeting with Superintendent LaRose to discuss the role of the School District in the Centennial.

Chair Sahli-Wells asked about the 150th anniversary of La Ballona School in 2015.

Charles Herbertson, Public Works Director, discussed a potential partnership with the school for CicLAvia on August 9 noting that there were different CicLAvia hubs but the best opportunities would be downtown.

Superintendent LaRose discussed the Big Brothers Big Sisters program; the need for more Big Brothers and Sisters; the time commitment; and the need to spread the word and facilitate the opportunity to serve.

Discussion ensued between staff and Committee Members regarding agreement by the City to distribute materials about the program; one on one contact with students; the time commitment; background checks; supervision of the program; and agreement to share information on the program with the City Council.

E. New Discussion Items

1. City considering updating campaign finance ordinance

Member Clarke provided a brief update on the City's process noting that it could have impacts on the School District as there are differences between policies for the two bodies.

2. Recent filming near Linwood Howe

Member Clarke discussed a recent issue with filming near Linwood Howe.

Sergeant Irwin, Communications Supervisor at the Culver City Police Department, Film Permit Coordinator and Special Event Coordinator, distributed copies of the portion of the Municipal Code pertaining to filming; he provided background on the filming location; regular procedures; special procedures for filming in or around schools; he indicated that the film company had spoken with Mary Soto but there was miscommunication; he discussed signage; and the requirement of resident signatures.

Discussion ensued between staff and Committee Members regarding clarification that filming in the City has to go through the Police Department unless it is in areas designated as studios; ensuring that productions are in compliance; clarification that Mary Soto is the School District Coordinator; the need for permission from residents before parking on public streets; and special permits.

3. Use of City Council Chambers for All CCUSD Board meetings

Chair Sahli-Wells indicated that she had brought up the issue at a City Council meeting requesting that the Cultural Affairs Commission consider changing the day that they meet as there are new Commissioners, and she suggested having a School District representative attend the next Cultural Affairs Commission meeting when the item will be discussed.

Discussion ensued between staff and Committee Members regarding clarification that there would be an item on the agenda about the change; Mr. LaRose would be notified; and the letter would be included in the agenda packet.

Member Clarke reported participating in the 8th grade exit interviews and he questioned whether the High School field could be used for the 4th of July.

Discussion ensued between staff and Committee Members regarding the preference of the Exchange Club; costs; and the next meeting date.

Follow up items:

Big Brothers/Big Sisters
Parking
Meter Installer

ADJOURNMENT

At 5:20 P.M. the City Council/CCUSD Liaison Committee adjourned to August 25, 2015 at 4:00 P.M. in the Dan Patacchia Room at City Hall.

Jeremy Green
DEPUTY SECRETARY of the City Council/CCUSD Liaison Committee
Culver City, California

APPROVED

Meghan Sahli-Wells
CHAIR of the City Council/CCUSD Liaison Committee
Culver City, California